

SFA Financial Management System (FMS) Project
Contract Status Report (Monthly)
March 1, 2000 – March 31, 2000

I. Progress against Planned Tasks (3/1/00 – 3/31/00)

Planned Tasks	Results
<ul style="list-style-type: none"> ◆ Deliver FMS Design Deliverable (due date: March 8, 2000). 	<ul style="list-style-type: none"> ◆ Solicited remaining comments from sponsors on Executive Summary presentation; delivered final version. ◆ Incorporated Core Team comments/suggestions into draft FMS Design deliverable. ◆ Distributed FMS Design draft deliverable to project sponsors for review; incorporated initial sponsor comments. ◆ Finalized System Architecture Overview diagram for inclusion in the FMS Design deliverable. ◆ Finalized FMS Conceptual Design deliverable (delivered March 8, 2000). ◆ Received 1st round of SFA comments on Design deliverable; initiated incorporation into document and development of Response matrix.
<ul style="list-style-type: none"> ◆ Develop Implementation Plan, workplan and Estimating Model for Phase II (Pilot Implementations). 	<ul style="list-style-type: none"> ◆ Compiled draft Implementation Plan, including tentative project workplan and list of deliverables/working products to be developed. ◆ Incorporated initial FMT/CFO comments into the draft Implementation Plan. ◆ Developed draft Phase II Estimating Model structured around deliverables and including potential resource allocation. ◆ Completed draft Statement of Work (SOW) for use with Oracle subcontractors. ◆ Finalized Implementation Plan, workplan and Estimating Model for Phase II. ◆ Distributed draft version to FMT/CFO for review.
<ul style="list-style-type: none"> ◆ Implement technical environment (such as Oracle Applications requirements, supporting architecture requirements, telecommunications requirements). 	<ul style="list-style-type: none"> ◆ Discussed approach with Core Team for coordinating EAI architecture with FMS interfaces; modified approach for determining EAI architecture usage. ◆ Identified approach/options for hardware/environments, including an interim Development Environment solution using leased H/W. ◆ Obtained a commitment from IT Operations to provide two HP servers currently installed and operational at the VDC for FMS development. ◆ IT Operations began preparing/reconfiguring existing hardware and acquisition of new FMS hardware. • Received additional high-level IT Operations requirements as well as a request to prepare a kick-off presentation to be used to work through the additional IT Operations requirements.

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	<ul style="list-style-type: none"> ◆ Provided the requested security paperwork to IT Services/Security.
<ul style="list-style-type: none"> ◆ Develop FMS Business Case. 	<ul style="list-style-type: none"> ◆ Drafted FY2001 Business Case for FMS effort. ◆ Distributed to FMT team for review.
<ul style="list-style-type: none"> ◆ Develop Oracle Licensing Pricing Analysis. 	<ul style="list-style-type: none"> ◆ Developed initial draft of Software Licensing Price Analysis. ◆ Contacted Oracle, AC BIP and KPMG organizations to obtain Licensing information.
<ul style="list-style-type: none"> ◆ Continue to conduct CFO Visioning discussions with CFO personnel. 	<ul style="list-style-type: none"> ◆ Conduct CFO visioning sessions with CFO personnel and Organization Transformation resources. ◆ Conducted Visioning session; identified key capabilities and priorities to help transform organization. ◆ Conducted 2nd Visioning session; identified key initiatives and requirements for CFO to help transform the organization. ◆ Conducted 3rd Visioning session; discussed working draft of CFO strategy.
<ul style="list-style-type: none"> ◆ Finalize CFO comments/updates to SFA Modernization Blueprint document. 	<ul style="list-style-type: none"> ◆ Compiled FMT/CFO comments on Modernization Blueprint and incorporated into March draft (note: majority of FMT/CFO comments involving more structural changes to the document will be delayed until September's version). ◆ Submitted final round of Blueprint updates from FMT team (including Executive Summary and Chapter V comments) on March 29.
<ul style="list-style-type: none"> ◆ Finalize FMS Executive Summary 	<ul style="list-style-type: none"> ◆ Updated FMS Executive Summary presentation; CFO to use going forward to conduct "roadshow" sessions with Channel GMs.

II. Activities Planned for Next Period (4/1/00 – 4/14/00)

Planned Activities
<ul style="list-style-type: none"> • Deliver FMS Implementation Plan deliverable (including workplan and final deliverable/working product list) on April 7, 2000. • Deliver Oracle Licensing Pricing Analysis on April 7, 2000. • Deliver FMS Business Case on April 7, 2000. • Conduct Phase II Roundtable meeting with Jim Lynch on April 13, 2000. • Conduct IT Services coordination meeting on April 11, 2000. • Conduct IT Management coordination meeting on April 10, 2000. • Finalize Pricing/Cost Model for Phase II effort. • Finalize Task Order/subcontractor agreement with SFA/Oracle.

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- Finalize preparations for the development environment set-up and installation.
- Conduct 1st Solution Demonstration for Phase II end users.
- Prepare for 4th Visioning session to be held on April 19, 2000.
- Develop draft Impact Assessment document.
- Develop draft Training Needs Analysis document.

III. Issues Needing Management Attention (as of 3/31/00)

The following section is intended to inform management and team members about project risk areas and their potential consequences. Risks are evaluated in terms of their potential impact on meeting the target completion date (**schedule**), increasing project costs (**cost**), and/or decreasing quality of deliverables (**quality**).

RISK	RESPONSES	Severity of Impact	Probability of Occurrence	Ability to Control	DATE Reduced by 50%	DATE Complete	Resp
<ul style="list-style-type: none"> • Technical Infrastructure has not been installed; may be required for FMS pilot prior to scheduled completion for SFA enterprise-wide. 	<ul style="list-style-type: none"> • Positioning the FMS pilot as the pilot for technical infrastructure/standards as well. Deploy as required for the pilot schedule, and make changes after evaluation. • Technical architect deployed full time to FMS project team. 	Med	Med	High			
<ul style="list-style-type: none"> • A conceptual model of the FMS interaction with channel systems and processes (both legacy and “To-Be” needs to be coordinated with changes in business processes within the channels. The business process design projects are on differing schedules, and may not be completed in synch with FMS pilot. 	<ul style="list-style-type: none"> • Cross channel coordination and communication to be included in an overall communication strategy. • Change management consultant deployed full time to FMS. • CFO leadership preparing to discuss the program with each GM. 	High	High	Med			

IV. Progress against Schedule

The FMS project schedule is currently being revised to incorporate additional work to be conducted under the FMS effort, including the implementation of FMS Phase II and the initiation of Phase III planning tasks/activities. These changes are significant in nature and render the previous workplan obsolete. The new FMS Phase II workplan will be finalized by April 21, 2000 and will be included in on-going monthly reports.

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V. Resource Status

Current Contractor Resources – FMS Team

NAME	ORG'N
Holmcrans, Karen	AC
Dowling, Scott	AC
Ross, Jeffrey	AC
Clemmenssen, Lori	AC
MacKinnon, John	AC
Beck, Tom	Oracle
McCann, Brian	Oracle
Jordan, Sherri	Oracle
Toffey, Anne	Oracle
Lohr, Pat	Oracle
Devereaux, James	Oracle
Seekand, Micky	Oracle